

2014 ANNUAL REPORT



What an honor and a privilege it was to serve as the Chair of the Greater Los Angeles Federal Executive Board (GLAFEB) for 2014. It's no exaggeration for me to say that our combined Federal programs touch almost each person in the United States every single day. Our agencies improve lives, keep people safe, and help to strengthen our country. This is not just rhetoric to me, which is why I am both proud and humbled to have served as a two term Chair, and I look forward to continued service in the GLAFEB.

I truly enjoyed my time as Chair this year because I got to work with people I consider my friends: The 2014 Board of Directors. Thank you for your guidance and support and especially the camaraderie. I look forward to 2015 and furthering the GLAFEB objectives towards a more efficient government. Of course, nothing could have been accomplished without our wonderful FEB Executive Director, Kathrene Hansen Kin and RayNell Crawford her hardworking staff assistant

It always amazes me how quickly one year can come and go. But, it is moments like these when we put pen to paper to reflect, that we can take a moment to appreciate our accomplishments. And, what a year it's been. I'd like to highlight some of the activities that were of special significance to me.

The GLAFEB is firmly committed to the Feds Get Fit program. Besides our year-round emphasis on wellness and prevention, we had some fun along the way. The easiest way to stay fit is to do something you love. As you may know, I am a basketball fanatic, and boy did we have a lot of fun at the GLAFEB-hosted Feds Get Fit Basketball Tournament. There were ten teams representing seven federal agencies. The tournament was a resounding success and we look forward to continuing this as a yearly event.

I pledged to continue the FEB Public Service Award Program, instituted by the 2014 Chair, Ray Brewer. We recognized 39 federal employees at their own worksites throughout the year. It was a privilege to meet the dedicated recipients and to honor them for their commitment to federal service.

Thank you for a memorable 2014. Once again, thank you to the Board for your talents and skillsets. Together we strive to improve the federal community, and I think this year, we did just that.



Glen Banks, Area Director
Social Security Administration,
Tri-Counties & 2014 Chair, Greater Los
Angeles Federal Executive Board

SPECIAL NOTE

For this first time in many years we had an end of year glitch with our succession plan. Thanks to Glen Banks who has agreed to stay on as FEB Chairman for 2015!

Contact Us

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Lyndon B. Johnson signs the 1964 Civil Rights Act as Martin Luther King, Jr., others look on. 7/2/64.



Selected 2014 Accomplishments.

- Emergency Preparedness/Continuity of Operations Working Group
 - Hosted Bi-monthly Trainings
 - Updated 700+ Email Contacts
 - ARkStorm COOP Workshop
- Local and Affordable Shared Training
 - 32 courses offered
 - 1600 participants
 - \$972,605 in cost avoidance
- Leadership Development Programs
 - Graduate Class of 2014
 - Launched Class of 2015 (18th year)
 - 488 Program Alumni Network
- Free Mediation Services
 - 22 mediations conducted
 - \$1.1. million in cost avoidance
- College Outreach/Recruitment
 - Offered 17 campus workshops
 - Maintain 100+ Email group
 - CA Internship/Work Assoc. Officer
 - People with Disabilities emphasis
 - Veteran employment emphasis
- Employee Engagement Support
 - Maintain 250+ HR Email group
 - Technical Assistance for training
 - Employee transition support
- Combined Federal Campaign Support
 - Facilitated Gold Coast CFC merger
- Networking Opportunities either through FEB hosted events or one-on-one referrals
 - Support Public Affairs Council
- Identify opportunities to share local Federal assets to save money and increase collaboration to improve services to the public

HISTORY OF FEB: A 1961 Executive Letter signed by President John F. Kennedy established Federal Executive Boards in cities where there is a large concentration of Federal agencies. They started in the Ten Federal Regional Cities and the L. A. FEB was established two years later. There are currently 28 FEBs nationwide.

PURPOSE: FEBs were created to bring the Federal Government closer to those we serve, be more responsive to local issues and serve as a conduit of information between Washington, D.C. and the field (where almost 85% of the Federal workers serve).

FUNDING: FEB staff in each of the cities where FEBs are located are paid by different Federal agencies. In Los Angeles, the FEB staff are employees of the Department of Homeland Security, Customs and Border Protection (CBP), Los Angeles Field Office, Mission Support Staff. The local Federal community is grateful to CBP for their support of the L.A. FEB Operation.

ROLE of FEBs: The Office of Personnel Management provides oversight of the FEBs nationwide.

- (1) Coordinating local approaches to national programs and shared management needs;
- (2) Providing a forum for the exchange of information between Washington, DC, and the field about programs, management methods and administrative issues;
- (3) Communicating from Washington, DC, to the field about management initiatives and other concerns for the improvement of coordination;
- (4) Raising awareness at the national level of local issues with potential far reaching impacts.

FEB Business Lines.

- (1) Emergency Preparedness, Security and Employee Safety
- (2) Workforce Development & Support
- (3) Intergovernmental & Interagency Collaboration and Community Outreach

2014 Board of Directors

Chair: Glen Banks, Social Security Administration, Tri-Counties Area

Chair-Elect: Alonza E. Cruse, Department of Health and Human Services, Food & Drug Administration

Vice Chair: Tom Contreras, Department of Agriculture, Angeles National Forest

Directors:

Richard Backlund, Department of Transportation, Federal Highway Administration

Nancy Baggott, Department of Homeland Security, TSA, Long Beach/Orange County Airports

Janice Byington, Department of Homeland Security, CBP Laboratory

James Christy, Department of Commerce, Bureau of Census, LA Regional Office

CDR Darcie Cunningham, Department of Homeland Security, U. S. Coast Guard, L.A./L.B. Base

Linda Gonzales, Federal Mediation & Conciliation Service

Bonnie Hall, Government Accountability Office, Los Angeles Field Office

Joan Hobbs, Department of Housing and Urban Development, Office of Inspector General

Steven John-Leonido, Environmental Protection Agency, Southern CA Field Office

Bill Lewis, Department of Justice, Federal Bureau of Investigation

Anita Minaei, Department of Homeland Security, TSA, Burbank/Santa Barbara Airports

Carolyn Muzyka, Department of Homeland Security, Citizenship & Immigration Service, Regional Office

Terry Nafisi, U.S. District Court, Central District of California

Victor Parker, Small Business Administration

Tom Reid, Department of State, Passport Services, Western Regional Office

Jane Suhr, Department of Labor, Office of Federal Contract Compliance Program

Ray Tellis, Department of Transportation, Federal Transit Administration, L. A. Metropolitan Office

Gregory Theriault, Department of Homeland Security, Federal Protective Service

Immediate Past Chair: Ray Brewer, Department of Housing and Urban Development, L.A. & Santa Ana District Offices

Ex-Officio Directors:

Zia Burleigh Office of Personnel Management, Federal Investigative Service

James Kane, General Services Administration, L.A. Service Center

Todd Owen, Department of Homeland Security, Customs and Border Protection, L. A. Field Office

Emeritus Members:

Louise Oliver & Sakae Hawley, Co-Chairs, Retired Federal Leadership Council

How Leadership is Determined

FEB membership is automatic and mandatory by virtue of the incumbent being the senior agency official within the FEB's geographic boundaries, which for the Greater Los Angeles (GLA) FEB is Los Angeles, Orange, Riverside, San Bernardino, Santa Barbara and Ventura Counties. In this area there are approximately 275 Federal agencies where the next level of supervision for the agency head is outside the GLA Area. According to the FEB Bylaws, each year the FEB leadership is elected by the membership and/or appointed by the current FEB Chair to serve as a member of the Board of Directors (BOD). The BOD sets the strategic objectives for the FEB for the year and oversees the activities of the GLA-FEB. If you are the senior agency official and are interested in being considered for future FEB leadership positions, please contact a member of the FEB Board of Directors or the FEB Office.



Not Just for Executives

Only the senior agency official can be a "FEB Member," however any Federal employee in the GLA area may participate in most FEB programs and activities. If you are interested in receiving notices about FEB activities or information that we provide, please contact the FEB office and request to be added to one (or more) of the following subject matter groups that have open enrollment.

- **College Outreach** - college faculty and staff
- **Disability Issues** - agency staff and community based organizations interested in information regarding Federal employment of people with disabilities
- **Emergency Managers Group/Federal Agency** - agency disaster preparedness and recovery coordinators, to include COOP Managers
- **Emergency Managers Group/Non-Federal** - intergovernmental partners and Infragard members involved in disaster preparedness and recovery
- **Equal Employment Opportunity** -- agency staff involved in EEO issues
- **Friends of the FEB** - general FEB notices only, includes retirees
- **Human Resource Managers**- agency staff involved in human resource management, to include recruiting our future workforce and training current employees
- **Public Affairs** - agency staff involved in community outreach and public relations
- **Travel Management** - agency staff interested in receiving information on Government travel issues

YGL

★
YOUNG GOVERNMENT LEADERS
★



With the help of the Greater Los Angeles Federal Executive Board, the Los Angeles chapter of Young Government Leaders (YGL) had another amazing year and grew to more than 500 members.

In 2014, the YGL-LA chapter continued support and promotion of President Obama's Pathways Program for Students and Recent Graduates. Members helped answer FEB speaker requests, coordinated Pathways presentations and Federal career panels at local colleges and universities.

The chapter also hosted several Fed Mixers in downtown Los Angeles — *Get Outside of*

Your Unmarked Office! The mixers helped members network, meet and listen to career advice from various senior leaders within local agencies. Each mixer also partnered with local charitable organizations to help the chapter give back to our Los Angeles community!

Since 2010, YGL has co-hosted the **Next Generation of Government Training Summit** every summer in Washington, DC. The summit has enhanced the working and personal lives of 2,000+ Generation X and Y government employees. For more information visit www.nextgengovt.com.

YGL is the authentic voice for a generation of aspiring government leaders. Our national membership consist of over 5,000 public servants and grows every day. YGL encourages members to get involved, make a difference, and develop their leadership potential.



The Los Angeles chapter is always looking for new board members and Feds with a strong desire to make government better...

Become a member for free at www.younggov.org. Email the Los Angeles chapter at LA@younggov.org. For daily news and discussion regarding all things government in Los Angeles, *like* us on Facebook YGLLA, *follow* us on Twitter @YGL_LA, and *join* us on www.GovLoop.com.



Got Training? Need Training?

The answer is: **Downtown L.A. & OC Training Consortiums**



Meeting the training needs of your staff with shrinking resources and travel restrictions is a challenge most of us share. For many years the FEB has helped meet agencies training needs by offering local and affordable training. In recent years even freeing up an employee to come to Long Beach for a half day course is more difficult. This year with the launch of the Downtown L.A. (DTLA) Federal Agency Training Consortium, and the birth of the Orange County Shared Training (OCST) Consortium we now have a vehicle to help Federal Agencies in discreet geographic locations share relevant training opportunities amongst themselves, provide low or no cost training to multiple local Federal agencies, identifying free meeting space and saving the taxpayer money.

The DTLA Consortium is spearheaded by **Sara Mooney**, Associate Regional Counsel – L.A. Housing and Urban Development (HUD) and championed by **Ray Brewer**, Field Office Director for HUD. On April 8, 2014, the DTLA Consortium held its first free training session presented by the Federal Mediation and Conciliation Service, and was titled "Diffusing Anger, Creating Calm." A second no-cost training session took place on July 8, 2014, presented jointly by U.S. Bankruptcy Court and the U.S. District Court employees. This session provided information for Continuity of Operations (COOP) and Disaster Planning. Both sessions were well attended and the content well received.

The Orange County Shared Training Consortium (OCST Consortium) is now on its way to becoming a reality! This effort is spearheaded by **Richelle Richter**, Special Assistant to the Microbiology Branch Director for the FDA/Pacific Regional Laboratory, Southwest, and championed by **Carolyn Muzyka**, Director, U.S. Citizenship and Immigration Service, Western Regional Office. Over 50 Federal Agencies with offices in Orange County were contacted to participate in this second group. To date, thirty-eight agencies have joined. On November 19, 2014, a face-to-face strategy/brainstorming meeting of the OCST Consortium was held at the FDA. The top five key training needs identified, in order of importance are (1) Conflict Management, (2) Crisis Response/Emergency Preparedness, (3) Time Management, (4) Customer Service, and (5) Communication Techniques. Special thanks to **Dr. William Martin** for allowing Richelle to lead this effort.

Our goal is for each consortium to provide at least two training opportunities per year. We are always looking for others to get involved, either as a member of a consortium or to give training or to offer free meeting space. To request or suggest a training topic, to offer training, or to join our Consortium(s), please contact Sara at DTLAConsortium@gmail.com or Richelle at Richelle.richter@fda.hhs.gov. If you have free training space to offer, please contact Kathrene at the FEB. **Finally if you have unoccupied slots in a training session being held at your facility, please don't let those slots go to waste. Spread the Wealth and contact Kathrene, Sara or Richelle. We will do our best to fill those slots with participants from other agencies in your area.**

WE CAN ONLY SPELL CFC SUCCESS WITH U

Led by Commissioner Representative for the IRS, **Mia Triplett** and **Hildee Brahm**, Senior Attorney with the Office of Medicare Hearing and Appeals, the 2014 Combined Federal Campaign (CFC) of Greater SoCal facilitated another campaign merger and enthusiastically welcomed the participation of Federal employees from Ventura, Santa Barbara and San Luis Obispo counties. With a combined campaign history of raising nearly \$4.3 million, the 2014 goal was to have fun, engage employees through creative activities and of course raise as much money as possible for local, national and international charities and causes.



The effort began with a 2 day volunteer event (Seabee Museum Naval Base Ventura and the AT&T Center – downtown Los Angeles) where over 40 federal employees reviewed and approved the applications of more than 400 charities that applied to participate in the 2014 CFC. Thanks to all who helped out!



Next came the joint coordinator trainings and charities fairs in Long Beach, Santa Clarita, Ventura, Vandenberg, Laguna Niguel, Rancho Cucamonga, Riverside and Redlands. 180 coordinators were trained on campaign best practices, they learned about OPM's vision for the CFC (2016 and beyond) and had the opportunity to visit and network with representatives of some of the CFC approved charities.



As OPM plans to implement new CFC rules beginning February 2016 and move more of the CFC operations and interaction on-line, CFC 2014 saw some new initiatives around technology and social media. For the first time, employees had the opportunity to take advantage of Universal Giving, allowing them to search an on-line database of over 25,000 CFC approved charities nationwide and choose charities to support. CFC giving options are greatly expanded!! Thanks to FEB Leadership Associate **Jacqueline Canlapan** of DCAA, CFC of Greater SoCal experienced its first CFC Facebook Days initiative. During the last week of October and the first week of November, CFC approved charities posted content to our Facebook Page to be viewed by Federal employees covered by this campaign. Total engagement exceeded 5,000.



We would like to thank USPS Santa Ana and Los Angeles Districts for supporting the CFC Executive Leadership Detail (formerly the Loaned Executive program). **Kathryn Schrack** and **Wendy Greene** were most valuable resources for the campaign.

Even outside of the campaign period, Federal employees are encouraged to stay connected with CFC through the Facebook page as charities will be encouraged to post community achievements and volunteer activities that Federal employees might be interested in. www.facebook.com/cfcofgreatersocal.



As many coordinators returned from last year, having gone through the partial shutdown, optimism was high and everyone was determined to have a successful campaign. LFCC member, **Evelyn Woolridge**, Executive Services Team Manager with the FAA, hosted a coordinator teleconference where she shared the best practices used by FAA and allowed participants to share ideas and report on one new activity they would implement for 2014.



CFC of Greater SoCal thanks the LFCC, coordinators, cabinet members, keyworkers, associates, donors, charities and all stakeholders for their continued support of and participation in the CFC. Looking towards CFC 2015, we look forward to your continued support and if you know of any charities that are interested in participating, please refer them to the CFC website at www.cfcofgreatersocal.org and click on "federations/charities". Thanks so much for all of your support and efforts!!

Diversity Committee Launched



The Greater Los Angeles Diversity Committee (GLADC) held its kickoff meeting on Friday November 7th at the Long Beach Federal Building. Representatives from five different Federal Agencies were in attendance. Through open communication, and a collaborative expression of thoughts and ideas, GLADC successfully established a foundation for future endeavors. Together, GLADC members aim to recognize and celebrate Special Observance Months, partner with local Colleges and Universities, organize promotional events and programs within the federal government, host an Annual Diversity Training Day, and identify the challenges in delivering diversity training within federal agencies.

delivering diversity training within federal agencies.

We will soon be announcing a Diversity Poster Contest for the FEB represented agencies. This contest will provide federal employees with an opportunity to become more actively involved in our diversity initiative and it will help capture diversity at work within the federal workplace. With support of the FEB, we will soon disseminate the contest information to all agencies. Be on the lookout!!

Your participation is encouraged and welcomed! If you would like to be a part of this important mission, please email Rick Hoffpauer at Richard.Hoffpauer@atf.gov



FEB Decentralized Public Service Award Program

Throughout the year the FEB Leadership devoted a great deal of their time to making this program a success and the agencies greatly appreciated the opportunity for the employees to be recognized amongst their peers. Thanks to all the judges for giving of their time to review the 33 Nominations we received - every nomination is reviewed by 3 judges all are members of the FEB Board of Directors. We had three cycles of award nominations for the eight different categories (Young Government Leader was added this year). 13 of the Nominations (representing 39 employees) were presented Public Service Awards at 8 different award ceremonies in 7 different locations. There were more award winners selected, but we will count those presentations in 2015 after they are scheduled.

Community Service Award

Richard de Mesa Flores, Greater Los Angeles VA Healthcare System
James Webb, Greater Los Angeles VA Healthcare System

Distinguished Public Service Career Award

Carla White, Citizenship and Immigration Service, Laguna Niguel

Individual Accomplishment Award

Amparo Valenzuela, Social Security Administration
Letizia Dorigo, Department of Labor

Leadership Award

Mark Newe, Social Security Administration

Team Accomplishment Award

Veteran Affairs Nursing, Greater Los Angeles VA Healthcare System
Veteran Affairs Police Department, Greater Los Angeles VA Healthcare System
United States Coast Guard Base Ward Room, United States Coast Guard

Self-Development Award

Giselle Henry, Greater Los Angeles VA Healthcare System

Partnership Award

Caroline Lubick Goldaweig, Greater Los Angeles VA Healthcare System

Young Government Leader Award

Matisha Drummond, Transportation Security Administration, LAX
Kevin Lett, Transportation Security Administration, LAX





Got Workplace Disputes? Call the FEB!

The Shared MediAtoR Team (SMART) is a program of the Greater Los Angeles FEB which arranges for Alternative Dispute Resolution (ADR) by shared neutral mediators. The mediators are trained to help Federal agencies solve local workplace disputes effectively and efficiently. The ADR technique of mediation is a voluntary, informal, and confidential process in which an impartial third party (a mediator) facilitates the resolution of a dispute by promoting a voluntary agreement by the parties involved in the dispute. Here is why it is *smart* for FEB Member agencies, employees, and employee union representatives to take advantage of the FEB SMART Program:

- ◆ SMART is FREE. Trained and certified SMART mediators are Federal employees paid by their home agencies. The only cost is reimbursement of local travel (i.e. mileage) for the mediator(s).
- ◆ SMART is CONFIDENTIAL and IMPARTIAL. The SMART mediator is a trained professional from another Federal agency who is trained to support the policies/procedures of the requesting agency's ADR Coordinator.
- ◆ SMART is SUCCESSFUL. Approximately eighty percent of the disputes mediated by SMART are satisfactorily resolved.
- ◆ SMART is RISK FREE. If a settlement is reached, the parties are welcome to have appropriate management and legal personnel review and approve the terms before they are effective. If a resolution does not occur, then the complainant may still pursue agency processes, so there is nothing to lose.
- ◆ SMART is FAST. The FEB recruits the mediator(s) for the mediation once an Intake Form is submitted (*available on FEB website*). The intake form requires the location and preferred date(s) be submitted and most mediations are staffed within a few days. The actual mediation take less than eight hours.
- ◆ SMART is CONCILIATORY. Mediation improves relationships by facilitating positive communication and addressing the root causes of problems.
- ◆ SMART is beneficial for the following types of disputes:

The parties are interested in settlement, but personality conflicts or poor communication has hampered negotiations. The catalyst for the complaint/grievance may be an underlying issue not formally part of the complaint or grievance and not resolvable by available legal relief.

A continuing relationship between the parties is necessary or desirable.

At least one party's view of the case may be unrealistic; a discussion with a mediator may move the process forward.

At least one party wants to minimize the risk of an imposed outcome.

A desire to reduce high litigation costs exists.

Resolution is needed quickly.

The parties prefer to maintain confidentiality about the issues.

There is more than one possible solution and no solution that is necessarily "right."

Ready to use SMART or would like more information? - Please visit our website at www.losangeles.feb.gov/smart

Class of 2014 - Graduation Ceremony - June 11, 2014



*Applications
for this
program are
accepted
every April!*



Second Place: Customs & Border
Protection (LAX) - Ball Don't Lie



First Place: Social Security Administration - All
Stars



Third Place: Transportation & Security
Administration (LAX) - Team Flight



Customs & Border Protection - Seaport Baker 2
Vegas Relay Team! Philip Lee, Harsh Sekhon,
(not shown) Lionel Orilina, Jason Hairston, (not
shown) Adam Kwon and David Tu - March 22, 2014



Race on The Base - February 22,
2014, Los Alamitos, CA

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Special thanks for funding the printing of
the GLAFEB's 2014 Annual Report

